Install the Production Treasury Root Certificate (XP)

The Production Treasury Root Certificate should be maintained on your local workstations to use OTCnet Check Capture and Deposit Reporting. To install the Production Treasury Root Certificate, complete the following steps:

1. Download the Treasury production root certificate file onto the workstation by clicking: https://pki.treas.gov/trca4.cer.

> ## ⓘ Application Tip
>
> If an internet window launches and displays a certificate error message, click **Continue to this website…** Then, click **Yes** if prompted with a security alert. Please note the certificate error message is normal and merely indicates that you have not yet installed the certificate.
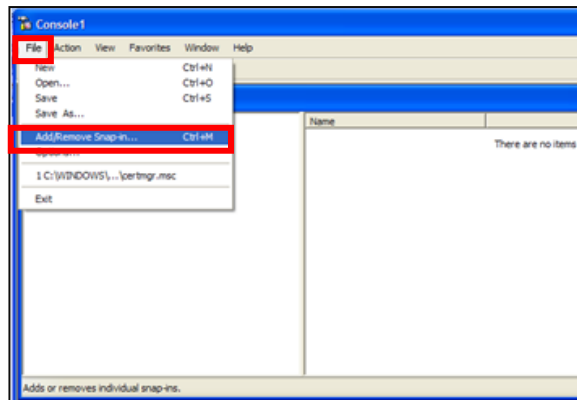
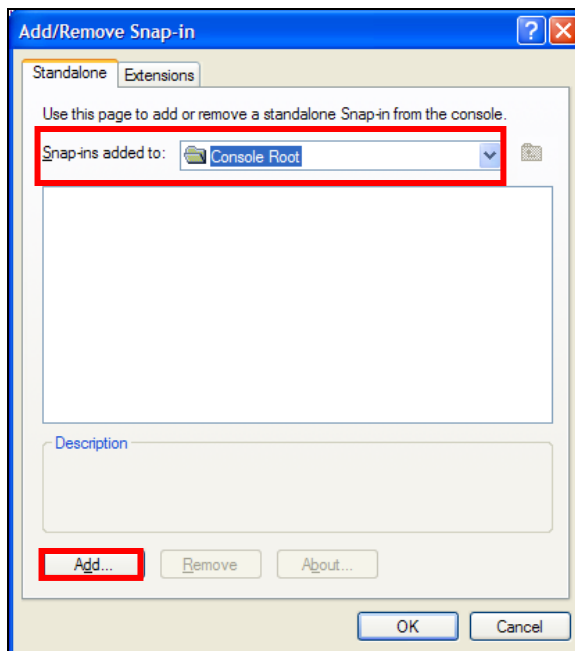2. From the taskbar, click **Start** and then click **Run.**
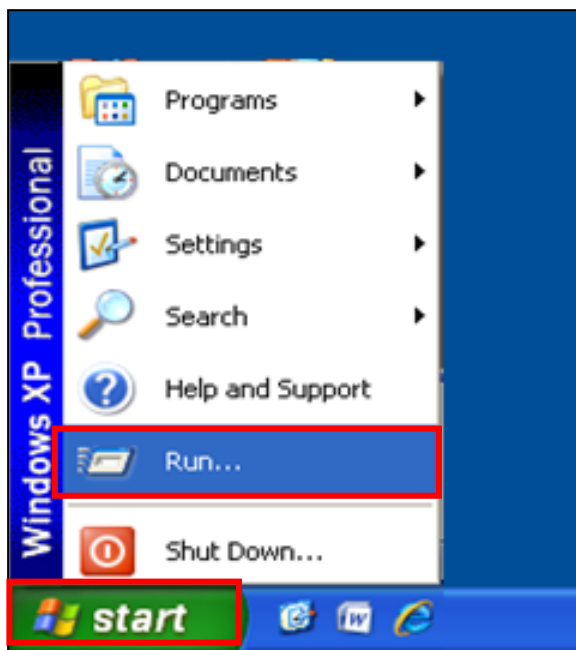
3. The *Run* dialog box appears. In the Open text box, type **mmc** and click **OK**.
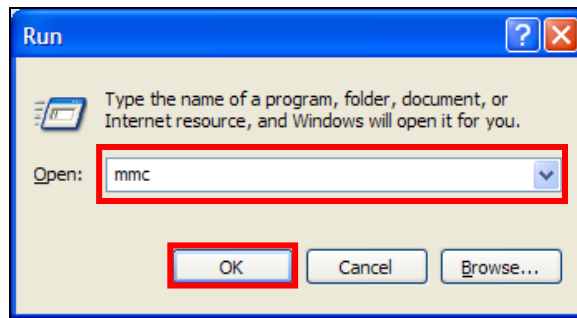
4. The *Console 1* window appears. Click **File** and then click **Add/Remove Snap-in…**

5. The *Add/Remove Snap-in* dialog box appears. Confirm the **Console Root** folder appears in the *Snap-ins added to* drop-down field and click **Add**.
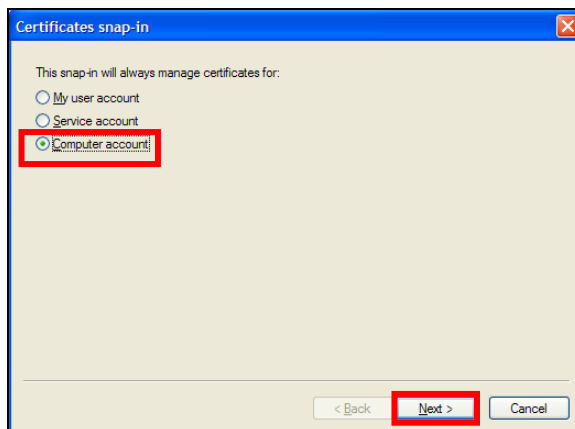

Application Tip

> If the **Console Root** folder does not initially appear in the *Snap-ins added to* drop-down field, click the drop-down field, click **Console Root,** and then click **Add**.

6. The *Add Standalone Snap-in* dialog box appears. Click **Certificates** and then click **Add**.
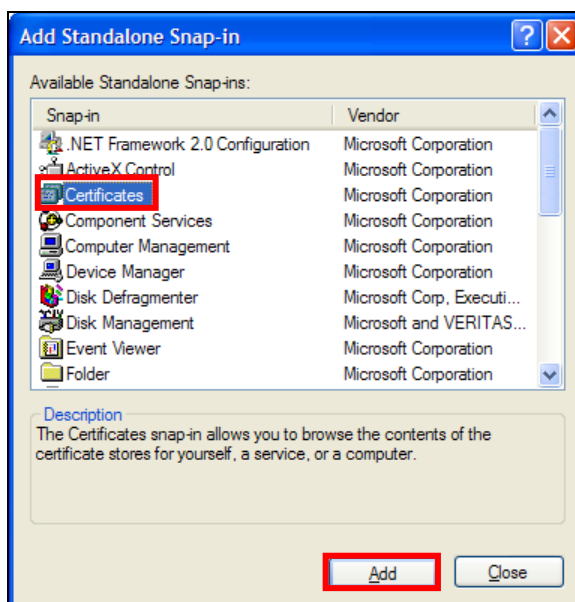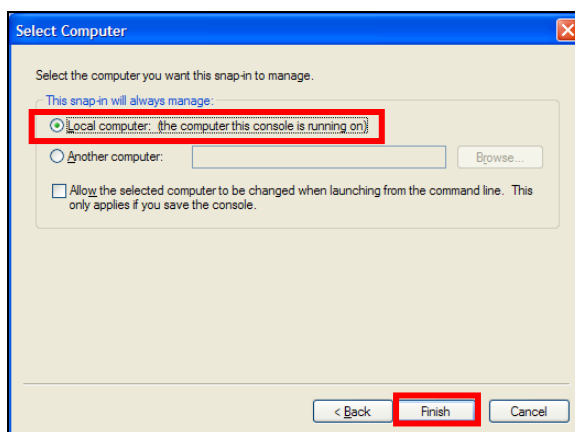
7. The *Certificates snap-in* dialog box appears. Click the **Computer account** radio button and then click **Next**.
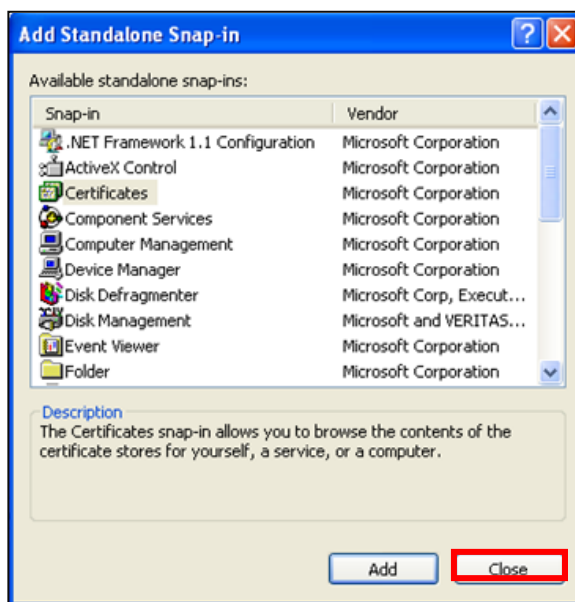

> **Application Tip**
>
> If the *Certificates snap-in* dialog box does not appear, are not logged in using Windows administrator credentials. To have the *Certificates snap-in* dialog box appear, locate your Windows administrator credentials or contact your Windows administrator and complete steps 1 - 5.
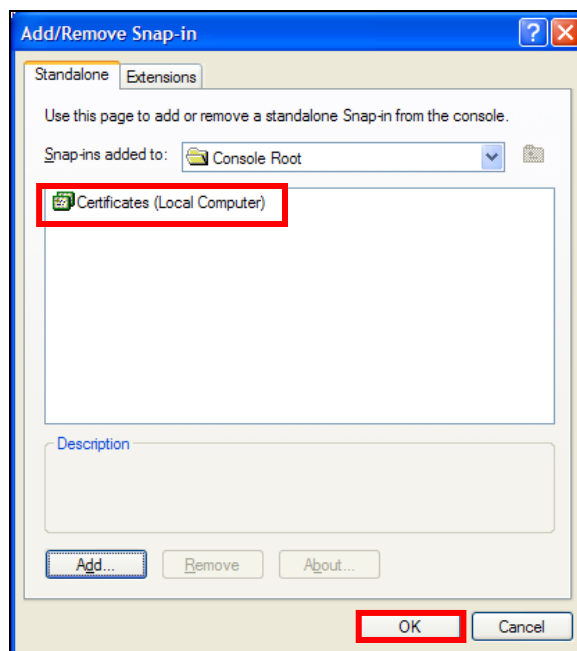
8. The *Select Computer* dialog box appears. Click the **Local computer: (the computer this console is running on)** radio button and then click **Finish.**
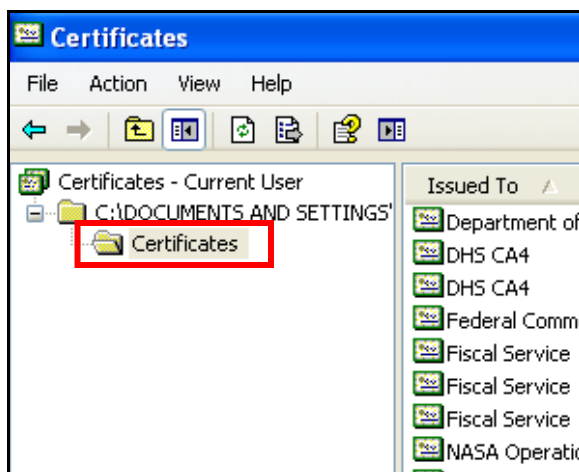
9. Click **Close** to exit the *Add Standalone Snap-in* dialog box.

10. The *Add/Remove Snap-In* dialog box appears. Note the **Certificates (Local Computer)** folder appears. Click **OK** to exit the *Add/Remove Snap-in* dialog box.

11. The *Console 1* dialog box appears. Ensure that *Certificates (Local Computer)* appears in the left pane.

Application Tip

If you see the *Certificates – Current User* folder on the left pane, you are not logged onto the workstation with Windows administrator credentials or you did not follow the previous three steps correctly. Log out of your computer, log in as a Windows administrator and complete steps 1 – 9.

12. Click **+** to expand the **Certificates (Local Computer)** folder on the left pane. Click **+** to expand the **Trusted Root Certification Authorities** folder and then click **Certificates**.
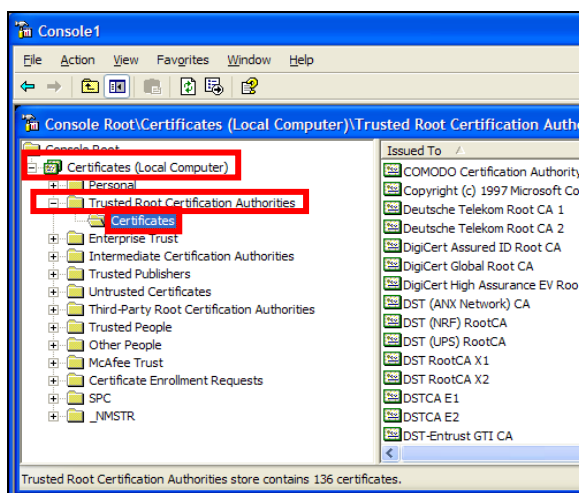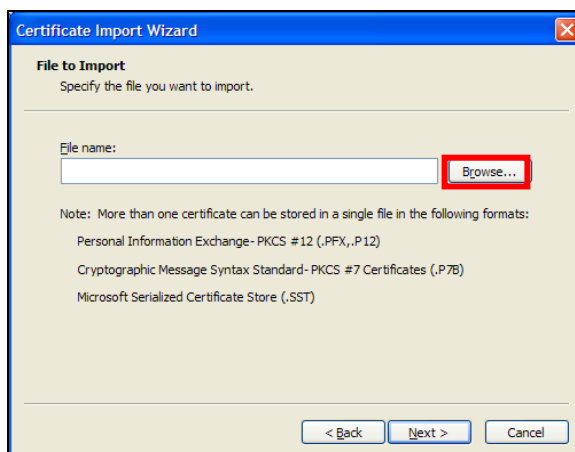
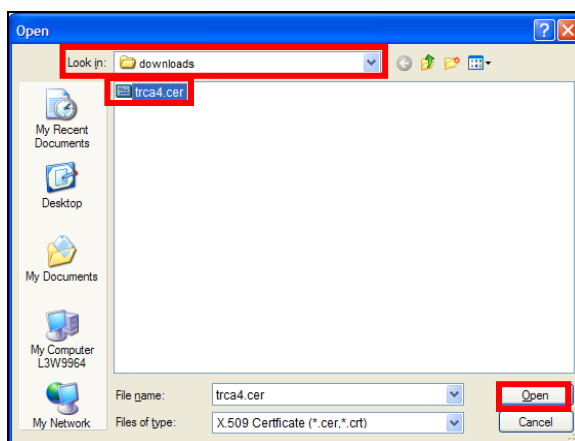13. Right-click the **Certificates** folder, select **All Tasks** and then click **Import…**
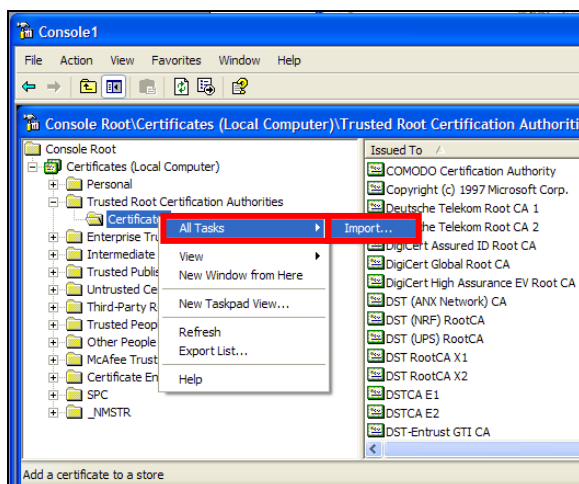
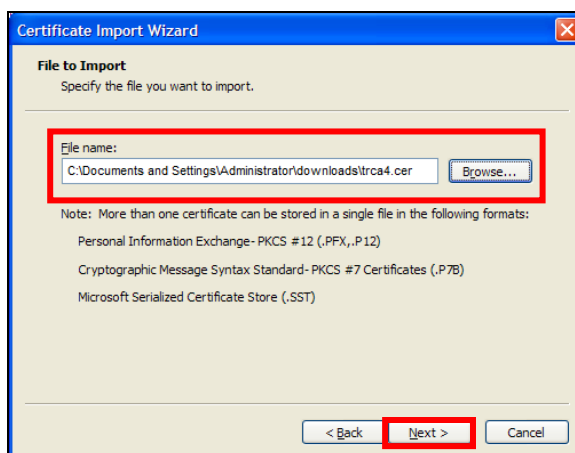14. The *Certificate Import Wizard* dialog box appears. Click **Next**.

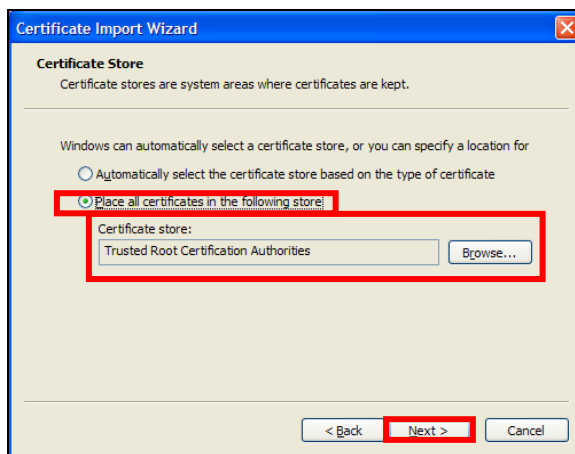15. The *Certificate Import Wizard* dialog box appears. Click **Browse…**

16. The *Open* dialog box appears. In the *Look in* drop-down field, click **downloads**. Click **trca4.cer** and then click **Open**.

17. The *Certificate Import Wizard* dialog box appears. Verify the name of the file to import and click **Next**.
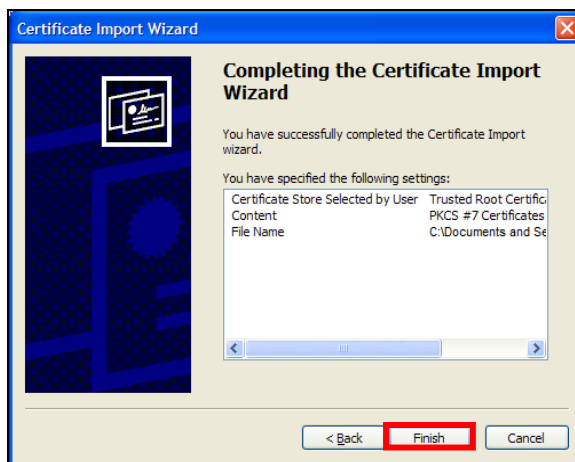
18. The *Certificate Import Wizard* dialog box appears. Click **Place all certificates in the following store** radio button and confirm the **Certificate store** displayed is *Trusted Root Certification Authorities*. Click **Next.**
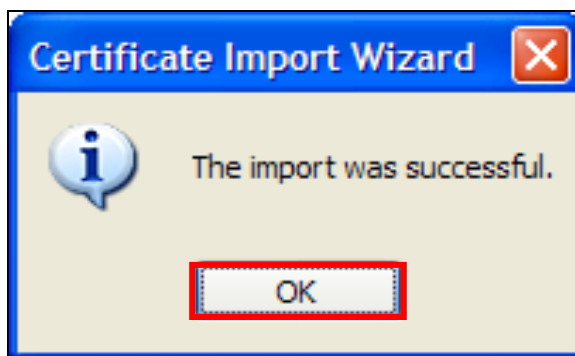

Application Tip

If the **Certificate store** does not display *Trusted Root Certificate Authorities,* exit from your computer, log in using Windows administrator credentials and then complete steps 1 – 17.

19. The *Certificate Import Wizard* dialog box appears. Click **Finish**.

20. A *Certificate Import Wizard* dialog box appears stating the import was successful. Click **OK**.

21. Verify that the **US Treasury Root CA** certificate was imported successfully into the **Trusted Root Certification Authorities** store of the Local Computer and click **Close (X button)** to exit the Console 1 window.
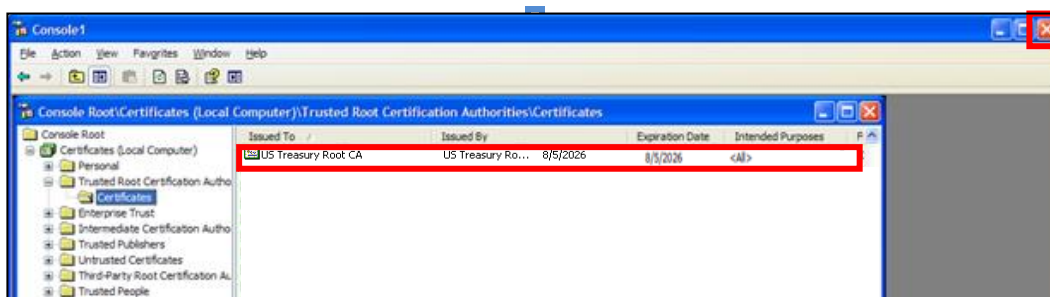
22. The *Microsoft Management Console* dialog box appears. Click **No** to close the *Microsoft Management Console* dialog box and complete the Treasury Root Certificate Installation process.